

Job Description for the PCMH Advisory Council

2-15-122, MCA allows the appointing authority, in this case Commissioner Lindeen, to prescribe the composition and advisory functions of an advisory council, appoint its members who serve at the pleasure of the Commissioner, and specify the date when the existence of the council ends. The names and addresses of the advisory council members must be filed with the Governor's office and the Secretary of State. The group must select a presiding officer and follow the rules of quorum. Members are entitled to pay and expense reimbursement.

Advisory councils may only be created to serve in an advisory capacity. The law sets out the duties of advisory councils as "furnishing advice, gathering information, making recommendations and... [not] administering a program or setting policy."

The Commissioner has determined that the composition of the PCMH Advisory Council will be drawn from those who have actively participated in the Montana Medical Homes Working Group over the past year and include representatives of medical providers, payers, and consumers in the public and private sectors.

The Commissioner has asked the PCMH Advisory Council to fulfill the following tasks:

- Furnish advice on setting up a working model for a state-wide system of patient-centered medical homes in Montana
- To gather information on other projects for patient-centered medical homes and assess which have the most value to Montana efforts
- To recommend procedures and policies for launching a pilot project in Montana
- To recommend a legal structure, governance model, and funding mechanism for an on-going program to support patient-centered medical homes

It is a privilege to serve on an advisory council and the Commissioner expects council members to take their responsibility seriously. The Commissioner asks that members:

- Attend meetings to the best of their ability
- Understand that this is a working committee that requires a commitment of time
- Be prepared to take assignments and complete them to the best of their ability
- Make every effort to work productively with other council members
- Take public comment under serious consideration